

23 January 1959

MEMORANDUM FOR: Mr. D. J. Clinton, NIS Coordinator
Department of State

SUBJECT: NIS Annals

REFERENCE: Your Memorandum dated 7 January 1959
same subject

1. The following comments apply to points raised in the reference memorandum:

a. The drafting of an outline guide for the NIS Annual is now being undertaken in ORI. I hope to lay this draft guide before the NIS Committee in the near future.

b. It is true that major new developments of the type for inclusion in Section 11 of the Annual are frequently unrelated and that, at first thought, the treatment of each development in a subsection seems the easiest and most logical form of presentation. The chief objection to this manner of presentation is that it encourages production of a complete, detailed essay on each subtopic and, hence, of a Section 11 that is much too detailed for an Annual. Section 11 of the Annual on Denmark illustrates this fault. It has also been found that subsection treatment almost invariably leads to direct repetition of material in sections that follow. Section 11 of Chapter I also deals with a number of aspects which are unrelated except that they all pertain to the same country. This section, however, employs a blended style which produces a succinct and forceful presentation nonrepetitive of other sections in the chapter. A similar blended style has been successfully used in several Annual Sections 11: the ones on Communist China and Turkey as originally submitted and the ones on Thailand and Sweden after revision.

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c. The Concept statement that the Annual Section 11 "fundamentally has political overtones but does not limit itself to purely political material" intends to convey the idea that major new developments in a country almost invariably include political or politically connected developments, if none other; but that nonpolitical developments of major significance are included in the section, as appropriate.

d. It is the view of OBI that the "flowing style" should be used neither in Chapters I-IX nor in the Annual. Examination of any recently published Chapter I will reveal that the style is of a reasonably succinct type appropriate to basic intelligence presentation. Most State submissions for the Annual, on the other hand, have been overly detailed, current-intelligence-type presentations. Since the Annual does not stand alone but is to be used in close conjunction with Chapter I, intelligible content in the Annual is not required. This content is provided by the related Chapter I, with which the Annual should be closely connected by appropriate wording.

e. The main fault with Section 10 contributions thus far received is that they have contained an amount of detail which has made them a pinpointing, working-paper type of unit. Only the outstanding events in the chronology of a country are needed in Section 10. If no such outstanding event occurred in any given year, that year is omitted. The "Chronology" of the OBI Handbook was mentioned because it usually consists only of events of the type described above. Reference to this "Chronology" in each instance is unnecessary. All that is needed is restriction of the section to main events and exclusion of nonessential items.

2. If, pending the issuance of the outline guide mentioned in paragraph 1.a. above, your NIS coordinators or others desire guidance in addition to the Concept of the NIS Annual, this memorandum, and my memorandum of 23 December 1958, I suggest that you arrange a conference for these personnel with [redacted] the Chief, Chapter I Task Group.

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Asst't Director
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